

**Beverly Retirement Board  
Request for Proposal  
Pension Administration Software Services**

Notice to Prospective Respondents:

The Beverly Retirement Board is seeking proposals for Pension Administration Software Services. The Retirement Board believes that the firm serving in this capacity must have a broad range of experience with pensions, pension asset management software systems, and reporting. The firm serving in this capacity must also have experience in M.G.L. 32 and willingness to comply with all of the Public Employee Retirement Administration Commission's requests and its guidelines.

The release date for this RFP is December 19, 2018. The Board reserves the right to cancel or reject in whole or in part any and all proposals in the best interest of the Retirement System. The board also reserves the right to award/contract multiple vendors at its discretion. Responses must be received at the Beverly Retirement Boards' office prior to Monday, February 4, 2019 no later than 12 p.m. EST. No proposal will be accepted after this date and time.

The RFP will be available up to the proposal deadline by letter or email request at [bwells@beverlyma.gov](mailto:bwells@beverlyma.gov).